

**Lamar University – M.Ed. in Educational Technology Leadership**

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| **Internship Plan: Field-based Experience Activity (Internship Plan Template)** | | | | |
| \_Clarence Kea 16 11/3/2010  Name of Intern Cohort Group Date  The Field-based Experience component of the Internship Plan is a brief, but specific document indicating your overall approach to the Internship program. The Internship is organized around eight ISTE Technology Facilitator Standards, the 33 Performance Indicators and the 78 Performance Tasks. Using this document, you will identify the field-based activities you will approach and indicate which of the eight ISTE Technology Facilitation standards and 33 Performance Indicators were addressed in each activity. You will provide a brief description of each activity, resource person, and a completion date for each activity. This activity should be completed with and approved by your site mentor.  You are to plan at least one activity in each of the 33 Performance Indicators found in the text. If an activity is applicable to more than one performance indicator it must be identified under all applicable tasks.  Use this chart to develop your Internship Plan for Part 1 of your Week 5 EDLD 5306 assignment. When you open this file, immediately save it as “*yourname\_*Draft Internship Plan,” and work on this saved file as you revise and update your plan. | | | | |
|  | | Brief Activity Summary | Resource Person | Projected Date of Completion |
| Standard I. Technology Operations and Concepts | TF- I.A | Provide teachers with assistance in identifying technology that will help meet the current needs of the district or campus. | Barbara Polk | 11/2011 |
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| TF – I. B | Provide and model new technology for teachers and students as it becomes available through blogs and wikis on the internet. | Barbara Polk and Self | 11/2011 |
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| Standard II. Planning and Designing Learning Environments and Experiences | TF-II.A | Support and provide assistance as teachers began to integrate Smart Board or Elmo usage and other technologies into the curriculum | Tanaya T. Worthy | 11/2011 |
| TF-II.B | Inform the faculty of current copyright policies, and Acceptable Use Policy and Guidelines by making a PowerPoint presentation. | Barbara Polk | 11/2011 |
| TF-II.C | Make teachers aware of sites that incorporated into instruction in the classroom, such as Wordle, Web quests, blogs, and wiki pages. | Barbara Polk | 11/2011 |
| TF-II.D | Assist all teachers to setup their media. i.e. Projector, PC, email,  document camera, Smart  Board, scanners, Tablets | Tanaya T. Worthy | 11/2011 |
| TF-II.E | Provide teachers with support  to acquire the best classroom management tools (technology) to promote student achievement. | Tanaya T. Worthy | 11/2011 |
| TF-II.F | Discuss design principles with teachers and assist in development of technology resources to address these objectives. | Barbara Polk | 11/2011 |

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| Standard III. Teaching Learning, and the Curriculum | TF-III.A | Learn how to incorporate the use of podcast into instruction in my classroom and then share with staff how to use them for instructional purposes. | Tanaya T. Worthy | 11/2011 |
| TF-III.B | Provide tips/ideas of assistive  technology to inclusion  teachers/paraprofessionals to  help students of diverse needs. | Self | 11/2011 |
| TF-III.C | Design lessons that teach problem-solving skills using technology | Barbara Polk | 11/2011 |
| TF-III.D | Use of Science Web quests projects during computer time to extend science lessons currently covered in the classroom. | Self | 11/2011 |
| TF-III.E | Use CPS for whole class assessment of TEKS being covered in Math. | Tanaya T. Worthy | 11/2011 |

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|  | | Activity Summary | Resource Person | Projected Date of Completion |
| Standard IV. Assessment and Evaluation | TF-IV.A | Model technology tools that can be used to assess student learning of subject matter. This can include such things as technology-driven end products or technology tools that accompany textbooks. | Barbara Polk | 11/2011 |
| TF-IV.B | Analyze Aware created tests to find TEKS to target during success time. | Tanaya T. Worthy | 11/2011 |
| TF-IV.C | Examine and apply the results of a research project that includes evaluating the use of a specific technology.  *Note: This performance indicator will be revised during your Research course.* |  |  |

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|  | | Activity Summary | Resource Person | Projected Date of Completion |
| Standard V. Productivity and Professional Practice | TF-V.A | Continue working on Master’s Degree in Technology Leadership. | Self | 11/2011 |
| TF-V.B | Analyze STaR Chart of our school with campus principal to decide what areas we need to improve and plan accordingly. | Barbara Polk | 11/2011 |
| TF-V.C | Use word processing, desktop publishing, and graphics programs to model for students how to design professional materials. | Tanaya T. Worthy | 11/2011 |
| TF-V.D | Create a Wiki for the school teachers, where they can post technology integration lessons, book reading reflections, and tips. | Barbara Polk | 11/2011 |

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|  | | Activity Summary | Resource Person | Projected Date of Completion |
| Standard VI. Social, Ethical, Legal, and Human Issues | TF-VI.A | Meet with librarian to discuss legal issues of copyright and assist her in developing a presentation for students. | Self | 11/2011 |
| TF-VI.B | Help Bilingual staff and rest of staff with the integration of technology in lessons targeting diverse learners. | Barbara Polk | 11/2011 |
| TF-VI.C | Help Special Education teachers and rest of staff to select appropriate interventions to help diverse learners to be successful. | Barbara Polk | 11/2011 |
| TF-VI.D | Model for teachers, safe and healthy use of technology. | Barbara Polk | 11/2011 |
| TF-VI.E | Assist teachers in creating  classroom  norms/rules/guidelines for  technology use to promote  equitable access for all  students and teachers, i.e.  group activities, time limits, partner projects | Barbara Polk | 11/2011 |

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|  | | Activity Summary | Resource Person | Projected Date of Completion |
| Standard VII. Procedures, Policies, Planning, and Budgeting for Technology Environments | TF-VII.A | Show teachers how to use USB,  Online Storage drives, Google  Docs to minimize use of local  hard drives | Tanaya T. Worthy | 11/2011 |
| TF-VII.B | Discuss and identify the purchase of technology and resources with campus principal | Tanaya T. Worthy | 11/2011 |
| TF-VII.C | Teach a whole staff class pertaining to the use of wikis for cooperative learning among educators. | Barbara Polk | 11/2011 |

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|  | | Activity Summary | Resource Person | Projected Date of Completion |
| Standard VIII. Leadership and Vision | TF-VIII.A | Manage and supervise Campus’ Wiki to create learning opportunities for al staff. | Barbara Polk | 11/2011 |
| TF-VIII.B | Discuss in small groups how technology has evolved and how we can continue to increase its usage. | Barbara Polk | 11/2011 |
| TF-VIII.C | Promote the creation of a technology Professional Learning Community (PLC), to promote educational technology initiatives | Barbara Polk | 11/2011 |
| TF-VIII.D | Discuss with technology committee continuing issues and development of the school technology plan. | Barbara Polk | 11/2011 |
| TF-VIII.E | Assist to District technology meetings, to gain insight on current decisions about the present and future of our District’s technology plan. | Barbara Polk | 11/2011 |

Site Mentor:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_